

Request for Offers (RFO) Addendum

RFO Number: RFO0004

Addendum Number: 2

Date of Addendum: 5/19/2014

Original Due Date, Time: 5/23/2014, 2:00pm CST

Revised Date, Time (if changing): _____

Title: Developer/Programmer for Business and Technology Support Staff Augmentation

SCOPE OF ADDENDUM

The following are Q & A's to the RFO:

1. What is the Duration / Term of the Project? When can the project is expected to start from? With the timeline given, what happens if the resource chosen is no longer available at the start date?
 - a. Contract is 1 year, with possible renewal for 2 additional years.
 - b. Start date is 6-1-2014
 - c. If the resource is no longer available, we will select another candidate
2. Is it mandatory to submit/fill both the developer Positions by the Bidder? Can we propose only 01 Candidate? How many candidates may we submit?
 - a. No.
 - b. You may submit 1 candidate.
 - c. You may submit up to 2 of your best qualified candidates
3. Is there a rate range you have in mind? The reference offer doesn't reflect any pricing information. Is the vendor required to submit pricing with its response? If not, can you please advise the hourly rate for these requests? We are putting together our RFO's and would like to know what the Max bill Rates are for these positions.
 - a. Max Bill rate is \$95
 - b. Vendor should submit the rate with response
4. Is there an incumbent currently providing these services? If so are they eligible to respond to this RFO? Are the two Application Developer positions you are seeking additions to current staff, or are you renewing two positions that already exist? Are there any incumbent vendors/resources responding to this RFO?
 - a. Yes, there is an incumbent vendor for these 2 positions
 - b. The positions are renewing positions that already exist
5. Is interview part of the process? If so, when would that happen in the RFO review process? Please share an overview of the interview process. (One phone screen, one onsite, two onsite, etc.)
 - a. Interview process is two onsite interviews. The first with the hiring manager, and the final 2 candidates will interview with members of the application development team.

6. Shall the Agency be allowing our Non-Local candidate to face Interview over Telephonic/Skype Mode? (for non-localities). Will you accept resources who are out of state who can only Skype or phone interview?
 - a. This is an onsite position. Non-local candidates will need to be onsite during the length of the contract. The initial interview can be by phone, however, one in-person interview is required.
7. How many companies were given the opportunities to respond to this RFO?
 - a. Approved vendors in the MN State's SITE system
8. The State of MN requires candidates with 6 years of exp. in Visual studio 2010. This version was released on April 12, 2010. Candidates will not be having 6 yrs of experience in visual studio 2010.
 - a. The 6 years of experience includes any tools that are predecessors to v. 2010 of Visual Studio.
9. .Net Framework (3.5 or above) 8 years is needed – this version was released in November 2007. Candidates will be having close to 7 years of experience.
 - a. The 8 years of experience includes any tools that are predecessors to .Net framework
10. What is the anticipated daily work schedule for selected vendor resources (8AM – 5PM Mon-Fri)?
 - a. The daily hours are 7:30 – 5. The expectation is an 8 hour day, totaling 40 hours per week
11. Please state the primary work location and whether vendor resources be required to travel to off-site? If so, please confirm if the reimbursements for any such travel will be as per the State of MN's travel policy.
 - a. No Travel. Position is located at Minnesota Housing, 400 Sibley St, St. Paul, MN.

This addendum shall become part of the RFO and should be returned with, or acknowledged in, the response to the RFO.

RESPONDER NAME:

SIGNATURE:

TITLE:

DATE:

RFO Number: RFO0004

Addendum Number: 1

Date of Addendum: May 13, 2014

Original Due Date, Time: 5/23/14, 2:00p CDT

Revised Date, Time (if changing): _____

Title: Developer/Programmer for Business and Technology Support (BTS) Staff Augmentation

SCOPE OF ADDENDUM

The following is an addition to the RFO:

Duration of Engagement

Minnesota Housing has an immediate need for two (2) application developers. Anticipated start date is June 1, 2014. Resources will be required for at least one year, with the possibility of two additional one-year renewals.

This addendum shall become part of the RFO and should be returned with, or acknowledged in, the response to the RFO.

RESPONDER NAME:

SIGNATURE:

TITLE:

DATE: